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ROUTING AND RECORD SHEET

DDA REGISTRY
FILE: *Personnel*

SUBJECT: (Optional)

Task Force on Working Married Couples

FROM:
Clifford D. May, Jr.
Acting Deputy Director for Administration

EXTENSION

NO

DDA-79-2630/6

DATE 23 October 1979

25X1

TO: (Officer designation, room number, and building)

DATE

RECEIVED

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OFFICER'S INITIALS

COMMENTS: (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Deputy Director of Central Intelligence

Frank:

This is for information. We have set up a special review group to consider the recommendations contained in the Task Force Report on Working Married Couples. D/OP, NFAC, S&T, DDO, OGC and COMMO were represented. With the exception of the PRA issue (Recommendation #4), we have reached agreement on how to deal with each recommendation, assigning responsibility for implementation where appropriate. We have revised our policy with respect to LWOP and reemployment rights (see attached memorandum). We are working on appropriate publications to announce the changes. The PRA issue is a complex one which will require further study by D/OP.

[Redacted Signature Box]

Clifford D. May, Jr.
Acting Deputy Director
for
Administration

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Att

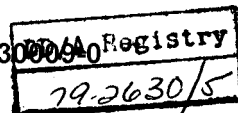
Distribution:

Original PRS - Addressee (w/att)

- 1 - ER (w/att)
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- 1 - CDM Chrono (w/o att)
- 1 - D/Pers (w/att)

Att: Memorandum to DDO, D/NFAC, DDS&T and GC; Subject Task Force on Working Married Couples dtd 19 October 1979

UNCLASSIFIED WHEN DETACHED FROM ATTACHMENT

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19 October 1979

DDA Registry**File***Personnel*

MEMORANDUM FOR: Deputy Director for Operations
Director, National Foreign Assessment Center
Deputy Director for Science and Technology
General Counsel

FROM: Clifford D. May, Jr.
Associate Deputy Director for Administration

SUBJECT: Task Force on Working Married Couples

REFERENCE: Report of the Working Group on Working
Married Couples, July 1979

1. The referent report concerned a study conducted by a task force designated by the DDA to review potential problems regarding the assignment of working married couples to overseas locations. The report has now been reviewed by a panel consisting of representatives of each of the addressee offices and the DDA. This memorandum concerns the first two recommendations in the report, which were as follows:

RECOMMENDATION NO. 1: Agency management should re-examine the need for the working married spouse going on leave without pay to sign the special "Memorandum of Understanding" (Tab A) as currently written, and consider treating all leave without pay situations on an equal basis within the Agency.

RECOMMENDATION NO. 2: The Agency should establish a policy giving absolute priority on all vacancies to those employees returning from LWOP.

2. At a meeting on 10 October 1979, the panel concluded that Agency policy with respect to leave without pay and re-employment rights of spouses should be revised. Specifically, it is recommended that the policy be as follows:

a. When an employee/spouse is accompanying an employee to a post as a dependent, the spouse will be granted ninety days of leave without pay.

b. If a position for the spouse is not identified prior to the expiration of the ninety days of LWOP, the

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spouse's resignation will be accepted. Subject to approval by the Director of Personnel, operating components may extend the ninety-day LWOP when it appears that a position will be available in the near future.

c. An employee/spouse who resigns to accompany an employee to a foreign post will be given a firm commitment for re-employment when the sponsor returns to Headquarters, subject to ceiling restrictions which may have been imposed during the interim, and security and medical considerations. Re-employment will be in the same career service and at the same grade level, but it may involve a position in the Headquarters area other than the position occupied by the spouse at the time of departure.

d. If the employee is transferred laterally to other foreign locations, the spouse will be given priority consideration for vacancies which may exist at the subsequent posts of assignment. In the absence of such opportunities, a lateral assignment does not affect the re-employment commitment to the spouse.

3. With your concurrence, the above policy will be implemented immediately, and the Office of Personnel will develop and publish appropriate instructions. 25X

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